

HAMILTON COUNTY BOARD OF AVIATION COMMISSIONERS SEPTEMBER 7, 2006

The Hamilton County Board of Aviation Commissioners met on Thursday, September 7, 2006 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The Commissioners met in Executive Session in Conference Room 1A at 6:00 p.m. Vice President Silvey called the public session to order at 6:46 p.m. Secretary Rauch took Roll Call and declared a quorum present of Don Silvey, Tim Tolson and Ted Moran. Tom Kapostasy and Art Johnson were absent.

Approval of Minutes

Tolson motioned to approve the minutes of August 3, 2006. Moran seconded. Motion carried unanimously.

Executive Session Memoranda

Tolson motioned to approve the Executive Session Memoranda of September 7, 2006. Moran seconded. Motion carried unanimously.

Public Comments

Indianapolis Westside Radio Control Flyers

Mr. Bill Russell, Indianapolis Westside Radio Control (RC) Flyers, who fly at Indianapolis Executive Airport. Russell stated they have the same problems as most of the RC flyers throughout the country with new construction and finding places to fly. All members are required to be members of the AMA (Academy of Model Aeronautics) with the national headquarters located in Muncie, Indiana. This gives them the rules as to fields, field set-ups, flying guidelines and insurance. Montgomery Aviation has made flying possible for their club the last several years. With the new expansion at the airport they are concerned they may lose a place to fly. This spring Dan Montgomery and Carl Winkler found three different locations for the club to choose from so they could continue to fly. Their runway was expanded this spring and with many man hours, \$2,500 and donations they have a fantastic new flying field. They increased their membership when the new field was opened, which is important for their club because their only income is from membership dues. Russell stated the latest IEA expansion is for the water run-off pond and this will eliminate their field. Dan and Carl have met with them and presented them with a couple of other locations at the airport. Russell stated they have decided on a location which will be a safe area for flyers and spectators and a new runway will be built, which Dan has said he would help us out with. Russell stated they are requesting the Board's approval to make the changes. Moran asked where the new field is located. Russell stated they will be east of where they are now located with a north south runway. Moran discussed the flight pattern with Russell and Mr. Mack Blackburn. Moran stated he is concerned that their runway will be moving closer to the main runway and they will still be making right traffic if you depart to the north. Russell stated that is correct but in reality they are only 70' from their old runway. D. Montgomery stated they never get over in their area. Russell stated they have a policy that if a flyer has a plane that is acting up they are to go into the ground before it gets close to anything that it can damage. They are well covered with insurance. Moran stated he would like to observe their flights before he makes a final judgment. His initial thought is to not approve any long term arrangement because of our expansion plans. Moran will meet with them this week.

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Boone County Plan Commission

Silvey stated he, Ted Moran and the Montgomery's attended the Boone County Plan Commission meeting and both developments (Pittman Development and Caito) were given a negative recommendation. The request will now proceed to the Boone County Commissioners. Pittman Development accepted our request of having the same requirements on their covenants that are on the Drees property. They have to notify the people of the proximity of the airport and the need for sound protection. The plan commission, along with their negative recommendation, requested that if the Boone County Commissioners approve the developments that the approval include the aviation requirements as Pittman agreed to in the meeting.

AIP-13 Grant

Silvey stated we did receive FAA Grant AIP-13 in the amount of \$1.8 million for the parallel taxiway and he has signed the Grant Agreement.

Committee Reports

Site Development

Moran stated he met with Brad Gelsien regarding the proposed funding legislation through the State to pick up the difference between federal funding and county funding, should any difference exist, for control tower operations. This is a group of airport managers and board members in the State of Indiana that currently have an active control tower or have an interest in a control tower. Silvey asked if they would assist us with getting the funding for a control tower? Moran stated this was tried once before and did not pass. Now there is general support for it to come from INDOT's general fund.

Community and Public Relations

Tolson state he met with Tom Kapostasy and the Montgomery's regarding marketing. They came to the conclusion that we need a marketing professional to guide the airport manager and execute the marking plan on behalf of the airport. Tom has proposed hiring a marketing professional with a commitment of 2 days/month for one year. It would cost \$4,800 for 2006 and \$19,200 for 2007. He would also like to include \$4,000 for marketing materials in 2006. The money is available for transfer from the interest line item. Tolson motioned to authorize the airport manager to incur up to \$8,800 worth of marketing services and materials at the direction of the airport manager for the remainder of 2006 and indicate our intent to authorize \$19,200 in 2007 for marketing services as directed by the airport manager. Moran seconded. Motion carried unanimously. Silvey asked if the Committee would do the interviews and make a recommendation for hiring? Tolson stated yes and the President would approve everything. Andi Montgomery stated the direction the Board wants to go is beyond Montgomery's expertise. Professional help is needed to make national contact above and beyond what Montgomery Aviation has been doing for a number of years. They will continue to use Indianapolis Executive Airport in their advertising and will continue to represent the airport when they attend conferences. This will allow us to make one on one contact with people who will be using the airport in a more efficient manner. Tolson stated with the grant from the Hamilton County Visitors and Convention Bureau Grant we will not have to spend the budgeted line items. Those monies can then be used for hiring a marketing professional. Clarification of what the \$20,000 HCCVB Grant expenditures is needed.

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A. Montgomery stated in addition to this discussion the Board will join the local Chambers of Commerce (Carmel Clay, Fishers, Noblesville and Westfield). Board members have been assigned to specific chambers to attend their monthly meetings. Tolson stated shirts will be ordered for the Board members. Size information should be given to Tolson.

Tolson stated he also received information on participating with the Hamilton County Alliance which he will forward to Tom for his review. Brad Beaver and Mike Howard stated Hamilton County is a major contributor to the Alliance. This Board is an affiliate of Hamilton County. Howard or Beaver will contact Jeff Burt.

Tolson stated Kim (Rauch) has also requested letterhead be designed with the new logo, which can wait until 2007.

Direct Response Marketing

Carl Winkler stated national advertising is needed to acquire more incoming traffic to the airport. Winkler proposed a cost sharing program with Montgomery Aviation and the Board purchase a database which gives us access to the North American 135 Operators and the license to use it for 12 months. Costs are \$3,000 to the Board. Montgomery Aviation will support the cost of direct marketing to these operators over the next 12 months for a cost of \$3,000. The additional flow fees would make additional profits for the Board and Montgomery Aviation. Silvey stated we will have to find the money. This will be forwarded to Tom for review and discussion at the next meeting.

Indianapolis Executive Airport Report

Security Cameras

A. Montgomery stated the security cameras are up, except one (1) which should be up by Friday.

Teachers Lab

Montgomery stated the Teachers Lab was a huge success. They had 35 teachers from all over the state attend the Aero Lab.

Cessna Learn to Fly

The Cessna Learn to Fly Program was very successful. They will continue to host the program.

Master Plan

The August 11th master planning meeting went well. Surveys have been sent out and are being returned to Aerofinity.

Web Site

Montgomery's have viewed the new web site and given their comments to Tailored Tactics. No changes will be made until they receive comments from every board member.

Marketing Firm

A. Montgomery will be meeting with a marketing firm next week.

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AAI Conference

It is important that Board members attend the AAI Conference in October. The FAA meeting is scheduled for Friday, October 13th.

Localizer

D. Montgomery stated the localizer was tested yesterday and it is back on the air. After 2 weeks of waiting for the flight test the antennas had to be adjusted again. ASMI has a used antenna system with installation for \$42,000. Rauch stated a \$30,000 additional for the localizer has been approved by the county council. Tolson motioned to ask county council for an additional \$15,000, this Board would be obligated for \$30,000 and if the appropriation is not approved the additional \$15,000 would be set off against the next rent payment. Moran seconded. Motion carried unanimously. Montgomery requested approval of the two invoices to ASMI in the amount of \$6,360.00. Tolson amended his motion to request an additional appropriation for \$20,000. Moran seconded. Motion carried unanimously.

WAAS Approach

The WAAS Approach has been approved and will be published in May.

Parallel Taxiway

Montgomery stated Poindexter Excavating drove through Mrs. Beals bean field with heavy equipment.

We have had problems finding the 10 acres, the surveyor did not pin the corners. They would like to have the boundary line pinned after construction. Woolpert is working on it.

Woolpert Engineering Report

AIP-12

Mike Evans stated last month a partial pay request for Gradex was approved with a balance due of \$14,290.40 due. The grant can not be amended until the funds become available to the FAA in January 2007. All future invoices and pay requests will have to be fronted by the county. Outstanding invoices will be:

RSA – Woolpert in the amount of \$25,000

Master Drainage – Woolpert in the amount of \$5,000 (approximately)

Wetland Construction – approximately \$51,000

Following a meeting between Howard, Evans and Rauch it was determined there was funding available to pay all outstanding AIP-12 invoices. They were paid from the new Airport Revolving Fund (#289) with all reimbursements to be deposited into this fund. \$300,000 was appropriated to pay construction claims with \$100,000 to pay the local share. Tolson motioned to approve the \$14,290.40 claim for Gradex. Moran seconded. Motion carried unanimously.

RSA

Evans stated the retainage invoice for the RSA has not been presented. Evans stated Change Order #2 in the amount of \$21,099.26 for the punchlist items was approved at the last meeting but the work has not been completed. Evans stated the final retainage invoice for Gradex will be \$69,479.40. Evans asked if the Board would like the final work on the punchlist delayed? Silvey asked if we don't do the seeding in the next 3 weeks then it will be too late for this year? Evans stated yes. Howard asked if the retainage is all earned, other than the seeding? Evans stated yes. Howard stated usually the

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contracts have a provision that we retain 200% of the pending items. Evans stated in this contract the retainage is 10% of the total contract. Howard stated sometimes you can release the retainage other than the punchlist items. Evans stated he will have to check to see if that language is in the contract. Howard asked if it would be appropriate to approve paying \$50,000 of the retainage at this time and then they can get the seeding? Tolson so moved. Moran seconded. Motion carried unanimously.

Parallel Taxiway

Evans stated Howard has been working on the contract for the wetland mitigation. Permits have been approved or expected to be approved shortly.

Airport Master Drainage Study

Woolpert has received a second round of comments from Christopher Burke for the Master Drainage Study. Woolpert is going to schedule a meeting with them to bring the matter to a conclusion.

AIP-13 – Parallel Taxiway Construction

Evans stated the Parallel Taxiway construction is underway. A pre-construction conference was held at the airport on August 28, 2006. There was a contingency of \$150,000 that could only be spent until the grant was awarded. Woolpert has received confirmation from the FAA that we can continue working. The contracts were signed for all three divisions by Tom Kapostasy and we are waiting the contractors signatures, Certificates of Insurance and Performance Bonds.

AIP-14 – Master Plan

Evans stated the proposed AIP-14 – Master Plan, was not funded by the FAA at this time. He will continue to look for alternate funding sources.

Public Advisory Committee

Maria Muiá stated the first Public Advisory Committee (PAC) meeting went well. Phase 1 is complete. Phase 2, the inventory of existing conditions, is approximately 90% complete. The survey has been sent out and she has received a great return of the surveys. Common responses to date are the need for a parallel taxiway, then a runway extension and then cheaper hangars. Muiá has begun work on the forecasting chapter. She anticipates having a forecast that exceeds the FAA terminal area forecast. If we do exceed their forecast we will have to justify it, which should not be a problem.

Approach Lighting

Evans stated the exhibit for the approach lighting has been submitted to the FAA, which they have responded back with five comments, none of which were serious.

Woolpert Contract

Evans stated the as-needed services contract for \$12,000 has been previously invoiced \$4,336.25 and they have now exceeded that amount. Evans requested permission to submit an invoice for the balance of the \$12,000 at the next meeting. Rauch stated that money is appropriated and available to be spent.

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Local Projects - Tee Hanger Taxiway and RCO

Evans requested payment of the invoices presented at the last meeting for the local projects which were tabled:

- Construction Testing Amendment - \$13,544.51
- Resident Inspection Amendment - \$20,569.00
- Hunt Paving Invoice #6 - \$87,251.80
- Change Order #1 for Division A – deduct of \$4,457.33
- Change Order #2 for Division B – increase of \$20,473.82

Rauch stated the Hunt invoice was paid. Moran motioned to approve Change Order #1 and #2, Construction Testing Amendment and Resident Inspection Amendment. Tolson seconded. Motion carried unanimously.

Moran stated he was at the airport during a moderate rain. There is a large pool of water at the entrance in the area of the airport. Evans stated they have not been involved with that project since the entrance road was constructed, over 15 years ago. They would have to study the issue and he is not sure why it is holding water. The puddle by the hangars has been identified in the punch list with Hunt Paving. The final work order will have the re-grading and installation of stone in this area included. This issue also includes a crushed pipe which was done during the construction of the building which was part of the building construction contract. The issue will be resolved.

Legal Counsel

Wetland Mitigation Agreement

Howard stated he is working on the wetland mitigation agreement with a proposed cost of \$51,600.00. Howard requested authorization of Mr. Silvey to sign this agreement on behalf of the Board and ask Rauch to initiate a claim from the Revolving Airport Capital Fund. Tolson motioned to approve. Moran seconded. Motion carried unanimously.

Old Business

Corporate Apron Concrete

Silvey stated he met with Mr. Sullivan regarding the corporate apron concrete issue and the Board's request for a Bond from Sullivan Corporation. Sullivan submitted a letter in lieu of a Bond stating: 1) It is almost impossible to tell if traffic has harmed the ramp. 2) If complete structural failure occurs within the installing contractor's warranty period at the locations documented in previous letters from Woolpert, and the structural failure can be reasonably determined to be the fault of early load bearing, then The Sullivan Corporation will remove and replace the apron in those areas, to the standards set forth in the original design. Howard asked what is Hunt's warranty period? Evans stated that is two years. Moran motioned to accept the two year period if Hamilton County Council is comfortable with it. Beaver stated this is the Board's business. Moran retracted his motion. Tolson motioned to approve The Sullivan Corporation letter as presented with the two year warranty. Moran seconded. Motion carried unanimously.

County Council Liaison

Beaver stated the Hamilton County Council held an executive session and the airport was on the agenda. The Council is looking out after the airport.

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Press Release

Evans asked the Board to review the Press Release for AIP-13 Parallel Taxiway. Silvey asked Rauch if this is something she could do? Rauch stated the issue of who will be handling press releases has not been decided at this time. Rauch suggested Tom Kapostasy review the press release before it is sent out. Evans will send it to Tom.

Mr. Ray VanSickle respectfully requested they do not send a press release regarding the construction of the parallel taxiway.

Next Meeting – October 5, 2006. Executive Session at 6:00 p.m. Public Session at 6:30 p.m.

Tolson motioned to adjourn. Moran seconded. Motion carried unanimously.

Present

Tim Tolson, Commissioner
Don Silvey, Commissioner
Ted Moran, Commissioner
Michael Howard, Attorney
Kim Rauch, Secretary
Brad Beaver, Council Liaison
Michael Evans, Woolpert
Maria Muiá, Aerofinity
Dan Montgomery, Montgomery Aviation
Andrea Montgomery, Montgomery Aviation
Carl Winkler, Montgomery Aviation
Weldon & Linda Landes
M. Blackburn
Norman Stump
A. Lerman
Ronald Cop
E. W Yoder
Ramon VanSickle
Bill Russell

APPROVED

Tom Kapostasy, President

Date: _____

ATTEST

Kim Rauch, Secretary

Date: _____